Day 1: Preparing for the Graduation Project

1. Log into the school network.
2. Go to http://www.noodletools.com.
3. Enter your school account user id and password as a personal account to sign in.
4. To validate the account (the school’s subscription): username: **bigmac**, password: **canon**
5. “Create” a new project [New project](http://www.noodletools.com/noodlebib/newbib.php)(far left).
6. Select **MLA** for style and **ADVANCED** for level.
7. Description: Graduation Project.
8. Find “Sharing” (the fifth option under **Dashboard**). The drop box for your class: 13Moore1
9. Please type your first and last name.
10. Once you have successfully joined the class, visit the **Note Cards** tab along the top.
11. The right margin of the screen should read “Outline” in green. Please enter your outline one line at a time.
12.  The plus sign adds a new line to the outline.  This arrow moves the line to the left.  This arrow moves the line to the right. The up and down arrows move the line vertically.  The red “x” deletes a line.  The printer exports the outline. Select the “.rtf” option and open with into a Word document.
13. In your user account (13 last name first initial), please create a new folder (File/New/Folder) called Graduation Project.
14. Export  (see 12.) and save the outline into the Graduation Project Folder.
15. Select all text and undo the “bold” selection.
16. Please add a heading in the upper left hand corner:

Your Name

Mrs. Moore

English 12, 1

29 October 2012

17. Please add a title (the career) and center it.

18. Select all text and undo the “bold” selection.

19. Print to 110.

20. Hand to Mrs. Moore ☺

Mrs. Moore’s Period 1 English 12

Weekly Schedule

October 29-November 2

Lab 110

Graduation Project

Check the WIKI for **daily goals** and instructions.

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|  | **GOALS** |
| Monday | 1. Update Noodle Tools account  2. Create new folder  3. Type, save, and print outline  4. Turn in outline to Mrs. Moore |
| Tuesday | 1. Database presentation by Mrs. Mason  2. Explore the resources |
| Wednesday | 1. Locate source (PA Career Zone)  2. Cite source  3. Create a note card |
| Thursday | 1. Noodle Tools presentation by Mrs. Mason  2. Create a second note card (PA Career Zone) |
| Friday | 1. “Save as” source outline  2. Locate 6 sources  3. Save URL’s in outline |